## BLAKELY SOKOLOFF TAYLOR & ZAFMAN LLP

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INTELLECTUAL PROPERTY LAW 12400 WILSHIRE BOULEVARD, 7TH FLOOR LOS ANGELES, CA 90025 FACSIMILE: (714) 557-3347

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## FACSIMILE COVER SHEET

| Deliver to: Michael C. Heck, USPTO  Facsimile No.: 703 872-9306  From: William E. Alford, Reg. No. 37,  Our Docket No.: 5243P003  Application No.: 09/965,954 | Art Group:3623   |
|---|--|
| Enclosed are the following documents:  ☐ Amendment: (pgs) ☐ Appeal Brief (in triplicate) (pgs) ☐ Application:  ☐  | □ Issue Fee Transmittal □ Notice of Appeal □ Petition for: □ Request for Continued Examination (RCE) □ Reply Brief (pgs) □ Request & Certification Under 35 USC 122(b)(2)(B)(i) □ Request to Rescind Previous Nonpublication Request □ Response to Notice of Missing Parts & Formalities Letter □ Response to Written Opinion (pgs) □ Terminal Disclaimer □ Transmittal of Publication Fee Due □ Transmittal Letter and Change of Correspondence Address |

CERTIFICATE OF MAILING/TRANSMISSION (37 CFR 1.8A)

I hereby certify that this correspondence is being transmitted by facsimile on the date shown below to the United States
Patent and Trademark Office.

Dat Sullivan

Date

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|  |                    |                         | Application No.                                | 09/965,954   |  |  |  |
|--|--------------------|-------------------------|--|--|--|--|--|
| TRANSMITTAL FORM (to be used for all correspondence after initial filing)  |                    | Filing Date             | September 28, 2001                             |  |  |  |  |
|  |                    | First Named Inventor    | Kenneth J. Lancos                              |  |  |  |  |
|  |                    | Art Unit                | 3623   |  |  |  |  |
|  |                    |                         |  | Michael C. Heck  |  |  |  |
| Total Number of Pages  | in This Submission | 5                       | Attorney Docket Number                         | 5243P003   |  |  |  |
|  | ENCLOS             | URES (chec              | k all that apply)                              |  |  |  |  |
| Fee Transmittal Form Drawing(s)  |                    |                         |  | After Aflowance Communication to Group                     |  |  |  |
| Fee Attached   | ļ                  | Licensing-              | related Papers                                 | Appeal Communication to Board of Appeals and Interferences |  |  |  |
| Amendment / Response Petition  |                    |                         |  | Appeal Communication to Group                              |  |  |  |
| After Final Affidavits/deck  | aration(s)         | Petition to Provisional | Convert a<br>Application                       | Proprietary information                                    |  |  |  |
| Extension of Time Ro   |                    | Power of A Change of    | Attorney, Revocation<br>Correspondence Address |  |  |  |  |
| — ·           — ·  |                    |                         | Disdalmer                                      | Other Enclosure(s) (please identify below):                |  |  |  |
| Information Disclosu   | i                  | Request fo              | or Refund                                      | Request for Withdrawal as<br>Attorney or Agent and         |  |  |  |
| PTO/SB/08  | arity              | CD, Numb                | er of CD(s)                                    | Change of Correspondence Address; Facsimile                |  |  |  |
| Certified Copy of Priority Document(s)   |                    |                         |  | Transmittal Sheet  |  |  |  |
| Response to Missing Incomplete Application   | <del>o</del> n     | Remarks                 |  |  |  |  |  |
| Dadaratio  |                    |                         | <del></del>                                    |  |  |  |  |
| Response to Parts under 3 1.52 or 1.53   |                    |                         |  |  |  |  |  |
| ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,  |                    | OF APPLICA              | NT, ATTORNEY, OR A                             | GENT   |  |  |  |
| Firm William E. Alford, Reg. No. 37,764  |                    |                         |  |  |  |  |  |
| or<br>Individual name  | or A               |                         |  |  |  |  |  |
| Signature VIA 2 algorithms   |                    |                         |  |  |  |  |  |
| Date July 13, 2004   |                    |                         |  |  |  |  |  |
| CERTIFICATE OF MAILING/TRANSMISSION  |                    |                         |  |  |  |  |  |
| I hereby certify that this correspondence is being transmitted via facsimile on the date shown below to the United States Patent and Trademark Office. |                    |                         |  |  |  |  |  |
| Typed or printed name  | Pat Sullivan       |                         |  |  |  |  |  |
| Signature  | 7                  | at an                   | war  | Date July 13, 2004   |  |  |  |

Based on PTO/SB/21 (04-04) as modified by Blakely, Solokoff, Taylor & Zalman (wh) 06/04/2004. SEND TO: Commissioner for Palentis, P.O. Box 1450, Alexandria, VA 22313-1450

| CCC   | TRANSMI   | ΤΤΔΙ                            | <u> </u>           |                        |                            |              | Complete if Known   |                 |                                       |  |  |
|---|---|---------------------------------|--------------------|------------------------|----------------------------|--------------|---|-----------------|---------------------------------------|--|--|
| ree,  |   | 1175                            |                    | plication              |                            | oer -        | er 09/965,954   |                 |                                       |  |  |
| for FY 2004                                 |   |                                 |                    | ling Date              |                            |              | September 28, 20  |                 |                                       |  |  |
| Effective 01/01/                            | 2004. Petent loas are subject to                                    | annual revision.                |                    | rst Name               |                            | ntor         | Kenneth J. Lanco  |                 |                                       |  |  |
| Applicant clair                             | ns small entity status. S   | See 37 CFR 1.27.                |                    | caminer I              | Vame                       |              | Michael C. Hock   |                 |                                       |  |  |
|   |   |                                 |                    | t Unit                 |                            |              | 3623  |                 |                                       |  |  |
| TOTAL AMOU                                  | NT OF PAYMENT   | (\$) <u>~ </u> ヴ ~              | At                 | torney D               | ockét                      | No.          | 5243P003  |                 |                                       |  |  |
| METHOD OF                                   | PAYMENT (check a  | ll that apply)                  |                    |                        |                            |              | CALCULATION (continued  | i)              |                                       |  |  |
|   |   |                                 | 3. AE              | OITIO                  | AL F                       | EES          |   |                 |                                       |  |  |
| Check Credit                                | card Money [  | Other None                      | Large              | Entity                 | Small                      | Entity       | _   |                 |                                       |  |  |
| Deposit Account                             |   |                                 | Fee<br>Code        | Fe9<br>(5)             | Fon<br>Code                | Fee<br>(F)   | Fee Description   |                 | Fee Paid                              |  |  |
| Deposit<br>Account                          | 02-2666   |                                 | 4054               | 130                    | 2051                       | 85           | Surcharge - late filling fee or oath  |                 |                                       |  |  |
| Number                                      |   |                                 | 1051<br>1052       | 50                     | 2052                       | 25           | Surcharge - late provisional filing fee or                                    |                 |                                       |  |  |
| Deposit<br>Account Plakel                   | y, Sokoloff, Taylor &   | Zafman LLP                      |                    |                        |                            |              | cover sheat.  |                 |                                       |  |  |
| Name  |   |                                 | 2053               | 130<br>2,520           | 2053<br>1812               | 130<br>2,520 | Non-English specification  For filing a request for ox parts reaxaminat       | ion             | <b>——</b>                             |  |  |
| The Commissioner is sut                     | har <b>ized te:</b> ( check all that appi                           |                                 | 1812               | 920                    | 1804                       |              | Requesting publication of SIR prior to  |                 |                                       |  |  |
| Charge fee(s) Indicate                      |   | any overpayments                | 1804               |                        | 1007                       |              | Examiner action   |                 |                                       |  |  |
| Charge any additional CFR 55 1.16, 1.17, 1. | (ee(s) or underpayment of fees<br>18 and 1,20.                      | as required under 97            | 1805               | 1,840 *                | 1805                       | 1,840 *      | Requesting publication of SIR after<br>Examiner ection                        |                 |                                       |  |  |
| Charge [ea(&) indicate                      | d below, except for the filing f                                    | <del>90</del>                   |                    | 110                    | 2251                       | 55           | Extension for reply within first month  |                 | <b> </b>                              |  |  |
| to the above-identified                     |   |                                 | 1261<br>1253       | 420                    | 2252                       | 210          | Extension for reply within second month                                       |                 |                                       |  |  |
|   | EE CALCULATION  |                                 | 1253               | 950                    | 2253                       | 475          | Extension for reply within third month  |                 | _                                     |  |  |
| 1. BASIC FILI                               |   |                                 | 1254               | 1,480                  | 2254                       | 740          | Extension for reply within fourth month                                       |                 | <del></del>                           |  |  |
| Large Enfly Sm<br>Fee Pee Fee               | Foo Fee Description   | Fee Pald                        | 1255               | 2,010                  | 2255                       | 1,005        | Extension for reply within fifth month  |                 |                                       |  |  |
| Code (\$) Code                              |   |                                 | 1404               | 330                    | 2401                       | 105          | Notice of Appeal  |                 |                                       |  |  |
| 1001 770 2001                               | 385 Utily filing fee  |                                 | 1402               | 330                    | 2402                       | 165          | Filing a brief in support of an appeal  |                 | · · · · · · · · · · · · · · · · · · · |  |  |
| 1002 340 2002                               |   |                                 | 1403               | 290                    | 2403                       | 145          | Request for oral heading  |                 |                                       |  |  |
| 1003 530 2003                               |   | <u> </u>                        | 1451               | 1.510                  | 2451                       | 1,510        | Patition to Institute a public use proceeding                                 | 19              |                                       |  |  |
| 1004 770 2004                               | Descriptional Ollege for  |                                 | 1452               | 110                    | 2452                       | 55           | Petition to revive - unavoidable  |                 |                                       |  |  |
| 1005 160 2005                               | 80 Provisional filling to   |                                 | 1453               | 1,330                  | 2453                       | 665          | Petition to revive - unintentional  |                 |                                       |  |  |
|   | SUBTOTAL (1)  | (\$)                            | 1501               | 1.330                  | 2501                       | 665          | Utility issue fee (or relasue)  |                 |                                       |  |  |
| 2. EXTRA CL                                 | AIM FEES Edin   | c                               | 1502               | 480                    | 2502                       | 240          | Design issue fee  |                 | <u> </u>                              |  |  |
| Z. EXTRA OL                                 | Chiwa<br>   | Feetrom<br>below Fee Paid       | 1503               | 640                    | 2503                       | 320          | Plant issue fee   |                 |                                       |  |  |
| Total Claims                                | <b>1</b> . 20 - X   |                                 | 1460               | 120                    | 2460                       | 120          | Petitions to the Commissioner   |                 |                                       |  |  |
| independent<br>Claims                       | ×[x   |                                 | 1807               | 50                     | 1807                       | 50           | Processing fee under 37 CFR 1.17(q)   |                 |                                       |  |  |
| Multiple Depandent                          | <u> </u>  | =                               | 1806               | 180                    | 1806                       | 180          | Submission of Information Disclosure Str                                      | n1              |                                       |  |  |
| Large Entity Sm                             | ell Br#y  |                                 | 8021               | 40                     | 8021                       | 40           | Recording each palent assignment per<br>property (times number of properties) |                 |                                       |  |  |
| Fee Faa Fee<br>Coda (\$) Cod                |   |                                 | 1809               | 770                    | 1809                       | 385          |   |                 |                                       |  |  |
| 1202 18 220                                 |   |                                 | 1810               | 770                    | 2810                       | 385          | For each additional invention to be   |                 |                                       |  |  |
| 1201 86 220                                 |   |                                 | 1                  |                        |                            |              | examined (37 CFR § 1.129(b))  | •               |                                       |  |  |
| 1203 290 220<br>1204 88 220                 |   | ent claims over original        | 1801               | 770                    | 2801                       |              | Request for Continued Examination (RCI  | ij              | <b>_</b>                              |  |  |
| 1204 88 220                                 | patent  |                                 | 1802               |                        | 1802                       | 900          | Request for expedited examination<br>of a design application                  |                 | L                                     |  |  |
| 1205 18 220                                 | 5 9 **Relasue chims in<br>original patent                           | excess of 20 and over           | Other f            | ee (spedfy)            | •                          |              |   |                 |                                       |  |  |
|   | SUBTOTAL (2)  | (5)                             | ]<br>Pentura       | d by Basic Fil         | ng Fae Pa                  | aid          | SUBTOTAL (3)  | (\$)            |                                       |  |  |
| "ar numbor p                                | reviously pold, if greater, For Re                                  | issues, see below               |                    |                        |                            |              |   |                 |                                       |  |  |
| SUBMITTED                                   | BY  |                                 |                    |                        |                            |              | Comp  | lete (if applic |                                       |  |  |
| Name (Print/Type)                           | William W. Alford   |                                 | $ \mathcal{T}_{z}$ | Registrati<br>MGmoy/Ag | ion No<br><sub>ent</sub> ) | ٠            | 37,764 Telephone  | (714) 55        | 7-3800                                |  |  |
| rama (rmorype)                              | 11/1/1/2  | 1                               | A ST               | - Carnoyarty           | OII.                       | l            |   | 07/1            | 3/04                                  |  |  |
| Signature                                   | VItto   | 7 116                           | 12/                |                        |                            |              | Date  | V//             | .5/04                                 |  |  |
| Based on PTO/88/17 (10-                     | 03) az modified by Bieksiy, Solol<br>for Patents, P.O. Box 1450, Ak | koff, Taylor & Zalman (yilr) 02 | 119 2004.          |                        |                            |              |   |                 |                                       |  |  |
| SEND TO: Commissioner                       | for Patents, P.O. Box 1450, Ak                                      | exandria, VA 22812-9450         | 1                  |                        |                            |              |   |                 |                                       |  |  |

| FEE TO ANGMITTAL   | _                |                      |              |              | Complete if F                                       |                            |                 |             |
|--|------------------|----------------------|--------------|--------------|---|----------------------------|-----------------|-------------|
| FEE TRANSMITTAL  | •                | Application Number   |              |              |   | 09/965,954                 |                 |             |
| for FY 2004  |                  |                      |              |              | mber 28, 2001                                       |                            |                 |             |
| Effective 01/01/2004. Palent face are subject to annual revision.  |                  | First Named Inventor |              |              |   | Kenneth J. Lancos          |                 |             |
| Applicant claims small entity status. See 37 CFR 1.27.   |                  | Examiner Name        |              |              | Mich  | Michael C. Heck            |                 |             |
| Applicant claims small entity status. See 37 CFR 1.27.   |                  | Art Unit             |              |              | 3623  | 23                         |                 |             |
| TOTAL AMOUNT OF PAYMENT (\$)   |                  | Attorney D           | ocket        | No.          | 52431   | 2003                       |                 |             |
| METHOD OF PAYMENT (check all that apply)   |                  |                      |              | FE           | E CALCULATION                                       | ON (continue               | d)              |             |
|  | 3.               | ADDITIO              | NAL I        | FEES         |   |                            |                 |             |
| ☐ Check ☐ Credit card ☐ Money ☐ Other ☐ None   |                  |                      |              | i Entity     |   |                            |                 |             |
| Deposit Account  | -                | rge Entity           | Foo          | Fee          | -   |                            |                 |             |
| Deposit  | Fer<br>Cod       |                      | Code         | (A)          | Fee   | Description                |                 | Fee Paid    |
| Account   02-2666  | 105              | 1 130                | 2051         | 65           | Surcharge - late filing                             | fee or onlh                |                 |             |
| Number   | 105              |                      | 2052         | 25           | Surcharge - late provi                              |                            |                 |             |
| Account Blakely, Sokoloff, Taylor & Zafman LLP   |                  | Į.                   |              |              | cover sheet   |                            |                 |             |
| Name   | 205              |                      | 2059<br>1812 | 130<br>2,520 | Non-English specification For filling a request for |                            | illan           |             |
| The Commissioner is authorized to: ( check of that apply)  | 181              |                      | 1804         |              | Requesting publication                              |                            |                 |             |
| Charge fee(s) indicated below Credit any overpayments  | 180              | , JEU                | 1004         |              | Exeminer action                                     |                            |                 |             |
| Charge any additional fee(s) or underpayment of fees as required under 37 CFR §§ 1.16, 1.17, 1.18 and 1.20.  | 180              | os 1,840°            | 1805         | 1,840 *      | Requesting publication<br>Examiner solion           | n of SIR after             |                 |             |
| Charge (e6(A) indicated below, except for the filling fee to the above-identified deposit account  | 126              | 51 110               | 2251         | 55           | Extension for reply will                            | hin first month            |                 |             |
| FEE CALCULATION  | 125              | 52 420               | 2252         | 210          | Extension for reply will                            | hin second month           |                 |             |
|  | 126              |                      | 2253         | 475          | Extension for reply will                            | hin third month            |                 |             |
| 1. BASIC FILING FEE Large Entity   Small Britty  | 125              |                      | 2254         | 740          | Extension for reply wit                             | hin fourth month           |                 |             |
| Fee Paid Fee Fee Fee Description Fee Paid  | 123              |                      | 2255         | 1,005        | Extension for reply will                            | hin filth month            |                 |             |
| Code (5) Code (5)  | 140              |                      | 2401         | 165          | Notice of Appeal                                    |                            |                 |             |
| 1001 770 2001 385 Utility filing fee   | 140              |                      | 2402         | 165          | Filling a brief in suppo                            | rt of an appeal            |                 |             |
| 1002 340 2002 170 Design filing fee  | 146              |                      | 2403         | 145          | Request for oral hear                               | ing                        |                 |             |
| 1003 530 2003 285 Plent filing fee   | 144              |                      | 2451         | 1,510        | Pelition to institute a                             | public use proceedi        | ng              |             |
| 1004 770 2004 385 Relssue filing fee   | 14:              |                      | 2452         | 65           | Petition to ravive - un                             | avoldable                  |                 |             |
| 1005 160 2005 80 Provisional filling fee   | 14               |                      | 2453         | 665          | Petition to revive - un                             | intentional                |                 |             |
| SUBTOTAL (1) (5)   | 15               |                      | 2601         | 666          | Utility issue fee (or re                            | is <b>sue</b> )            |                 | <del></del> |
| - CYTO ALABA ELEÓ  | 15               |                      | 2502         | 240          | Design lasue fac                                    |                            |                 |             |
| 2. EXTRA CLAIM FEES Extre Feetrom Californ below Fee Paid  | 15               | <b>03 640</b>        | 2503         | 320          | Plant issue fee                                     |                            |                 |             |
| Total Claims × = ×   | 14               | 80 130               | 2460         | 190          | Pelilions to the Com                                | nissioner                  |                 |             |
| Independent 3 = X  | 18               | 07 50                | 1807         | 50           | Processing fee under                                | 37 CFR 1.17(q)             |                 |             |
| Multiple Dependent   | 18               | 180                  | 1805         | 180          | Submission of Inform                                | etion Disclosure Su        | ml              |             |
| Largo Entity Small Entity  | 80               | 21 40                | 8021         | 40           | Recording each pale                                 | nt eeskonmont per          |                 |             |
| Fee Fee Fee Fee Fee Peerstition  | 1,               | igg 770              | 1809         | 385          | property (times numb<br>Filing a submission a       |                            |                 |             |
| 1202 19 2202 9 Claims in excess of 20  | ."               |                      |              |              | (37 CFR § 1.129(a))                                 |                            |                 |             |
| 1201 86 2201 43 Independent dalms in excess of 3   | 18               | 110 770              | 2810         | 385          | For each additional in<br>examined (37 CFR §        | vention to be<br>1.129(b)) |                 | ł           |
| 1203 290 2203 145 Multiple Dependent claim, if not paid  | 1                | <del></del>          | 000          | ***          | Request for Continue                                |                            | E)              | <b>—</b>    |
| 1204 88 2204 43 **Release Independent claims over original   |                  | 101 770              | 2801         | 385          | Request for expedite                                |                            | -,              |             |
| palant   |                  | 902 800              | 1802         | 900          | of a dealgn application                             | n<br>n                     |                 | <u> </u>    |
| 1205 18 2205 9 **Reissuo daims in excess of 20 and over<br>original patent   | Othe             | er fee (apacify)     |              | =            |   | ·                          |                 |             |
| SUBTOTAL (2) (5)   |                  | tuced by Basic Filt  | n Fro P      | ad           |   | SUBTOTAL (3)               | (\$)            |             |
| "or number previously paid, if greater, For Reissuez, see below  |                  |                      |              |              |   |                            |                 |             |
|  |                  |                      | _            |              |   | Comp                       | lete (If applic | able)       |
| SUBMITTED BY   |                  | Registrati           |              | .            | 37,764  | Telephone                  | (714) 55        | _           |
| Name (Province) William V. Alford  | الربر            | (Attomoy/Age         | ent)         |              | 31,/04  | - Graphene                 |                 |             |
| Signature Wifts & W  | 6.11             | 7                    |              |              |   | Date                       | 07/1            | 3/04        |
|  | u koro           |                      |              |              |   |                            |                 |             |
| Based on PTC/SB/17 (10-03) as modified by Blakely, Solokoff, Taylor & Zafman (5) 02<br>SEND TO: Commissioner for Patenta, P.O. Box 1450, Alexandria, VA 22312 1550 | <i>J</i> ui2004. | •                    |              |              |   |                            |                 |             |

PTO/SE/83 (09-03)

Approved for use through 11/30/2005. OMB 0851-0035

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## REQUEST FOR WITHDRAWAL AS ATTORNEY OR AGENT AND CHANGE OF CORRESPONDENCE ADDRESS

| Application Number     | 09/965,954        |  |
|------------------------|-------------------|--|
| Filing Date            | 09/28/2001        |  |
| First Named Inventor   | Kenneth J. Lancos |  |
| Art Unit               | 3623              |  |
| Examiner Name          | Michael C. Heck   |  |
| Attorney Docket Number | 5243P003          |  |

| To: Commissioner for<br>P.O. Box 1450<br>Alexandria, VA 22 |  |                            |   |                      |                          |              |                          |
|--|--|----------------------------|---|----------------------|--------------------------|--------------|--------------------------|
| Please withdraw me   | as attorney or agent for the above id  | lentified                  | patent application                              | on, an               | đ                        |              |                          |
|  | s/agents of record.  |                            |   |                      |                          |              |                          |
|  | gents (with registration numbers) liste  | ed on th                   | e attached nané                                 | r(s). o              | Г                        |              |                          |
|  |  |                            | 08791   |                      | -<br>7                   |              |                          |
|  | gents associated with Customer Num   |                            |   |                      | _                        |              |                          |
| NOTE: This box of practition                               | can only be checked when the power<br>ors associated with a customer numb                      | of attor<br>per.           | ney of record in                                | the ap               | plication                | ı iş tö      | all the                  |
| The reasons for this                                       | 37 CFR § 10.40(c)(iv) – Fa<br>request are; time and declined to pay a                          | iled to pa<br>relainer     | ay bills for past leg<br>in advance of furth    | al servi<br>ter lege | ices for a<br>il service | n unre<br>S. | easonable period of      |
|  | CORRESPONDI  | ENCE                       | ADDRESS   |                      |                          |              |                          |
| 1. The corresponde   | ence address is NOT affected by this   | withdra                    | wal.  | <del></del>          |                          |              |                          |
|  | espondence address and direct all fu   |                            |   | ;                    |                          |              |                          |
| Customer Number:   |  |                            |   |                      |                          |              |                          |
| OR   |  |                            |   |                      |                          |              |                          |
| Firm or Individual Name                                    | Kenneth Lancos<br>Virtualtrak, inc.  |                            |   |                      |                          |              |                          |
| Address  | 3943 trvine Boulevard  |                            |   |                      |                          |              |                          |
| Address  | Suite 175  |                            |   |                      |                          |              |                          |
| City   | Irvine   | State                      | CA  |                      |                          | Zip          | 92602                    |
| Country  | USA  |                            |   |                      |                          |              |                          |
| Telephone  | 714 508-7986   |                            |   | Fax                  | 714 464                  | -4377        |                          |
| Name William E. Mifor                                      | Name William E. Mord   |                            |   |                      |                          |              |                          |
| Signature  | For 2 alford   |                            | Registration No                                 | o. 37                | 7,764                    |              |                          |
| Date July 13, 2004   |  |                            | Telephone No.                                   |                      | 14 557-38                |              |                          |
| NOTE: Withdrawal is offective w                            | when approved rather than when resolved. Unless or possible extension period, the request to a | ess there u<br>withdraw is | are et least 30 deye b<br>s normaliv disapprovi | etween<br>ed.        | approvel (               | of withd     | nollsplaxe ent bne lawer |

This collection of Information is required by 37 CFR 1.36. The information is required to obtain or retain a benefit by the public which is to file (and by the USPTO to process) an application. Confidentiality is governed by 35 U.S.C. 122 and 37 CFR 1.14. This collection is estimated to take 12 minutes to complete, including gathering, preparing, and submitting the completed application form to the USPTO. Time will vary depending upon the individual case. Any comments on the amount of time you require to complete this form and/or suggestions for reducing this burden, should be sent to the Chief Information Officer, U.S. Petent and Trademark Office, U.S. Department of Commerce, P.O. Box 1450, Alexandria, VA 22313-1450. DO NOT SEND FEES OR COMPLETED FORMS TO THIS ADDRESS. SEND TO: Commissioner for Patents, P.O. Box 1450, Alexandria, VA 22313-1450.

if you need assistance in completing the form, call 1-800-PTO-9199 and select option 2.